

MINUTES
WEST LAFAYETTE REDEVELOPMENT COMMISSION
609 West Navajo St., West Lafayette, Indiana
Council Chambers

June 12, 2013

The meeting was called to order at 8:30 a.m.

The Pledge of Allegiance was recited.

Secretary Sorensen called the role.

Present: Steve Curtis, Peter Gray, Susannah Hall-Justice, Larry Oates, Linda Sorensen

Janet Elmore

Absent: Dottie Rausch

Old Business:

Minutes

Commissioner Curtis moved to approve the minutes of the May 15, 2013 Redevelopment Commission meeting. Commissioner Sorensen seconded. The minutes were approved as written 5-0.

Project Updates

Public Works Director Dave Buck updated the Commission on the following projects:

- Northwestern Ave. Phase 2 Corridor Improvements – Curbs are currently being poured. Traffic lanes will be adjusted to allow work to begin on the new center turn lanes and curbs in the median area. Milestone will be out of the area after the July 4th holiday to allow for the resurfacing of Northwestern Avenue from Lindberg to Yeager by INDOT.

Parks Superintendent Joe Payne updated the Commission on the following projects:

- Happy Hollow Park and Wabash Heritage Trail – Work to repair flood damage to the trail has been completed by Milestone. Additional repairs were done preliminary design work has been done on the redesign of the park entry off of Indian Trail Drive.

Additional project updates were provided as agenda items later in the meeting.

Other

There was no further old business.

New Business:

Review of Financial Schedules

Redevelopment Commission Treasurer Judy Rhodes was unable to attend the meeting. Claims and items on the agenda were noted on the financial schedules. Questions regarding the current financial schedules were requested by Redevelopment Commission President Oates.

Request to Approve Equipment Purchase – West Lafayette Fire Department

Deputy Chief Tony Schutter requested approval to purchase three Elk-O-Lite nozzles; one for each engine. Deputy Chief Schutter stated the new nozzles will help lower the City's ISO (Insurance Services Offices) rating to 3 and described how the nozzles are used. Commissioner Curtis explained the ISO ratings. Commissioner Curtis moved to approve the purchase of the three 2 ½ smooth bore stacked tip nozzles for the West Lafayette Fire Department in the total amount of \$2,081.97. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Payment of Claims

Sagamore Parkway TIF Claims

\$0.00

There were no claims from the Sagamore Parkway TIF District.

KCB TIF Claims

\$3,168.00

Commissioner Hall-Justice moved to pay the KCB TIF claims. Commissioner Sorensen seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion to approve the payment of the KCB TIF claims in the total amount of \$3,168.00 passed 5-0.

Levee/Village TIF Claims

\$47,024.94

Commissioner Curtis moved to pay the Levee/Village TIF claims. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion to approve the payment of the Levee/Village TIF claims in the total amount of \$47,024.94 passed 5-0.

Financial Update – Jim Treat

Redevelopment Commission financial consultant, Jim Treat of O. W. Krohn and Associates provided an updated Recap and Analysis of 2013 Billing Abstract which illustrated the projected 2013 net tax billed and the adjusted 2013 revenues for each of the three TIF Districts. New legislation which affects property tax cap calculations was discussed.

Mr. Treat commented based on the updated review of the estimated revenue and the several major ongoing projects, it is his recommendation that the Commission does not pass-through any assessed value in 2014. Commission President Oates stated that pursuant to Indiana law, a notice must be sent to the county assessor and to the underlying jurisdictions on or before July 15th indicating whether or not the Commission intends to pass-through any captured assessed valuation in 2014. The resolution will be voted on at the July meeting of the Commission.

Contract Amendment No. 8 – Cumberland Ave. Ph. 2 – Schneider Corporation

Dave Buck explained the amendment which covered the extra cost for inspecting Cumberland Avenue Phase 2 beyond the contract end date. Final costs for the construction portion of the contract will be presented at the July meeting of the Commission. Commissioner Gray moved to approve Contract Amendment No. 8 between the Redevelopment Commission for the City of West Lafayette and Schneider Corporation in an amount not to exceed \$27,939.50. Commissioner Sorensen seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Resolution RC 2013-4 – A Resolution Requesting the Transfer of Funds

Commissioner Curtis moved to approve Resolution RC 2013-4 A Resolution Requesting the Transfer of Funds in the KCB Redevelopment Commission Surplus Fund from Account 75-394 Contract Services (Development Incentives) to Account 75-432 Road Improvements in the amount of \$27,939.50. Commissioner Hall-Justice seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Change Order No. 1 - Northwestern Avenue Gateway Project – Milestone Contractors

Dave Buck explained the three items listed in the change order. Item No. 1 which covered additional storm sewer crossing at Northwestern Avenue and Windsor Drive was for \$54,045.00 and is a Wastewater Department expense. Item No. 2, the addition of a box culvert extension at Northwestern Avenue south of Windsor Drive, in the amount of \$39,806.70 was originally to be in an escrow agreement and done by Faith-West as part of their development. Since no funds were deposited in the escrow account to build the culvert on their behalf. The escrow agreement will be amended to add the funding and presented at the June 18, 2013 Board of Works meeting for approval to reimburse the City for this item. The contract with Milestone Contractors will also be amended to add the Board of Works as a party to the contract. Item No. 3 for \$2,337.28 to remove existing conflicting lane markings was the only Redevelopment Commission expense listed on Change Order No. 1. Commissioner Gray moved to approve Change Order No. 1 to the contract with Milestone Contractors for Northwestern Avenue Gateway Phase 2 in the amount of \$2,337.28 and approve the addition of the West Lafayette Board of Public Works and Safety as a contract party on behalf of the Redevelopment Commission. Commissioner Sorensen seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Board of Works Authorization – Street Resurfacing Project – Rieth Riley

Bids for the Street Resurfacing Project were opened at the June 4, 2013 Board of Works meeting. Dave Buck referred to the KCB TIF allocation of \$200,000 and the Levee/Village TIF allocation of \$375,000 for street resurfacing in the 2013 spending plan. Dave Buck requested the Commission authorize the Board of Works to enter into a contract with the lowest apparent bidder, Rieth Riley, for a total amount of \$776,940.16. The balance of the contract will be paid from MVH. Commissioner Curtis moved to authorize the West Lafayette Board of Public Works and Safety to act on behalf of the Redevelopment Commission for the City of West Lafayette with regard to the 2013 Street Resurfacing Project and enter into a contract with the lowest and most responsive bidder and to expend not more than \$200,000 in the KCB TIF District and not more than \$375,000 in the Levee/Village TIF District for the 2013 Street Resurfacing Project. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Agreement – Cumberland Ave. Ph. 3 Design Services – American Structurepoint

Phase 3, of the Cumberland Avenue Reconstruction Project covers the section of Cumberland Avenue from Salisbury Street including the intersection to Soldiers Home Road. Dave Buck requested approval of a contract with American Structurepoint for the design of Phase 3. Various construction details and challenges of Phase 3 of the project were mentioned. Phase 3 is expected to span over two construction seasons. Commissioner Sorensen moved to approve the agreement between the Redevelopment Commission for the City of West Lafayette and American Structurepoint for preliminary design services for Cumberland Avenue Reconstruction Phase No. 3 in an amount not to exceed \$45,000. Commissioner Curtis seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Board of Works Authorization – Supplement No. 2 Happy Hollow Road – United Consulting

Dave Buck stated the original contract for the project is with the Board of Works. The Redevelopment Commission has taken over funding of some of the remaining design work of the project. Supplement No. 2 provides for preliminary engineering services. INDOT reimbursement is 80% of each invoice. Commissioner Gray moved to authorize the West Lafayette Board of Public Works and Safety to act on behalf of the Redevelopment Commission for the City of West Lafayette to approve Supplemental Agreement No. 2 for design services with United Consulting in an amount not to exceed \$93,600. Commissioner Gray seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Task Order No. 3 – Cattail Trail Extension – Parsons Brinckerhoff

Joe Payne explained Task Order No. 3 with Parsons Brinckerhoff for preliminary engineering work for the extension which will connect the trails north and south of Wal-Mart and the adjacent apartment building. \$135,000 has been designated in the 2013 Spending Plan for the expenditure. Joe Payne stated grant funds of \$500,000 from INDOT will be utilized toward the extension construction which is expected to begin in 2014. An illustration which showed the location of the trail extension was provided. Commissioner Curtis moved to approve the Professional Services Agreement No. 35687A Task Order No. 3 between the Redevelopment Commission for the City of West Lafayette and Parsons Brinckerhoff in an amount not to exceed \$134,875 for preliminary engineering work on the Cattail Trail Extension. Commissioner Sorensen seconded.

The roll call vote:

Aye: Curtis, Gray, Hall-Justice, Oates, Sorensen

Nay:

The motion passed 5-0.

Other

Commissioner Curtis inquired about safety issues at the Northwestern Avenue Gateway Project and utility pole replacement work on Cumberland Avenue.

Commission President Oates reminded all department heads that preliminary 2014 Spending Plan numbers are needed by next month.

Public Comment

Public Comment was requested. The next meeting was confirmed:

Wednesday, July 10, 2013 @ 8:30 a.m.

Adjourn

There being no further new business, Commissioner Sorensen moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 9:50 a.m.

Linda M. Sorensen
Secretary

Approved:

Lawrence T. Oates
President